

**Administration Committee**  
**September 13, 2011**

PRESENT: James Reilly, Yolanda Caldwell, Phil Erlich, Anne Kuthy, Julie Zelman,  
Tim Burke, Heidi Fuge

4:00 PM – Meeting called to order by J. Reilly, Chair

**I. UHLS CONSTRUCTION GRANT APPLICATION**

Committee members reviewed the summary of the UHLS Construction Grant application for a new roof. The total cost of the project is estimated to be \$194,700 and the amount requested in the grant is 50% (\$97,350.) The current roof was put on the building as part of a Construction Grant project in December 1993 and had a 15-year warranty which expired in 2008.

H. Fuge explained that if the project is approved by the Division of Library Development, the roofing company will be able to start shortly after notification of the approval. Depending on weather conditions, the project would take approximately 5 days.

**BOARD ACTION REQUIRED**

**MOTION:** Y. Caldwell moved to recommend that the Board approve the submission of the UHLS Construction Grant application. P. Erlich seconded. Unanimous.

**II. ANNUAL DINNER SITE FOR 2012**

Committee members discussed possible sites for the 2012 Annual Dinner. H. Fuge and T. Burke will look into the sites and report back to the Committee. Sites discussed included:

- Captain JP
- Comfort Inn - East Greenbush
- Birch Hill - Schodack/Castleton
- Albany Country Club
- Wolferts Roost
- Holiday Inn Express - Latham
- Hilton Garden Inn - Troy
- Normanside Country Club - Delmar

**MOTION:** A. Kuthy moved to adjourn. P. Erlich seconded. Unanimous. Meeting adjourned at 4:35 PM.

Heidi A. Fuge  
9/14/11